



Scott Walker, Governor
Dave Ross, Secretary

Journeyman Automatic Fire Sprinkler Fitter License

Your application will not be processed or will be delayed unless you:

- ☐ 1. Complete the application including signing and dating the first page.
- ☐ 2. Write in your social security number.
- ☐ 3. Attach the specified documents listed on this application.
- ☐ 4. Attach the specified fee listed on this application.
- ☐ 5. Make a photocopy of the completed application for your records.

By signing below, the applicant swears that all information provided on this application is true, accurate and that the credential requirements are met. Notice: Information collected may be used for participation surveys, eligibility for approvals, law enforcement (including child support and tax delinquency enforcement) purposes and other secondary purposes. The department may also provide this information to requesters pursuant to Wisconsin's open records law, ss. 19.31-19.39 stats. Social security numbers are required when applying for a license per Wisconsin Stats, but they may not be disclosed to anyone except other State of Wisconsin governmental agencies.

Applicant Information	
Applicant's Social Security No:	
Applicant's Name (First, Middle and Last):	
Address No. & Street, or P.O. Box:	
City, Town or Village, State, Zip + 4 Code:	
Country, If Other Than United States:	
Telephone No. (include area code):	
If Available, Fax No. (include area code):	
If Available, E-mail Address:	

Applicant's Signature

Date (mo/day/yr)

Send application and payment to: DSPS Trades Credentialing, PO Box 78780, Milwaukee, WI 53293-0780.

Office location: DSPS Trades Credentialing, 1400 East Washington Ave., Madison, WI 53703

All other correspondence: DSPS Trades Credentialing, , PO Box 7082, Madison, WI 53707 Phone: 608-266-2112. TTY: Contact through Relay or DspsSbCredentialing@wi.gov.

Application and Exam Fee (nonrefundable): \$30.00 **class code 7630**

Make checks payable to: State of WI – DSPS. The fee consists of a \$10 application fee and an exam fee of \$20. When the exam is passed, the applicant will be asked to pay a \$180 credential fee which will be prorated because the credential expires on a specific date. The credential, which will be issued after the exam is passed and the prorated credential fee paid, will be effective for 4 years from June 30th.

Are you a Veteran?

Are you requesting a waiver of your initial credentialing fee?

☐ Yes Provide a copy of your Department of Veterans Affairs voucher code. DVA Voucher Code: _____

Your application fee of \$10 will be waived now and your credential fee will be waived once you pass the exam. **You must submit \$20 for the exam fee at this time.**

☐ No Submit the fee of \$30.

You may contact DVA at 1-800-WisVets or www.WisVets.com for assistance in obtaining your DVA Voucher Code.

Reason for Credential: Pursuant to ss. 145.15 (4), 145.165 and 145.175, Stats., no person may install, maintain or repair automatic fire sprinkler systems unless the person holds a credential issued by the department as a licensed Automatic Fire Sprinkler Contractor, a licensed Journeyman Sprinkler Fitter, a registered Automatic Fire Sprinkler System Apprentice, a registered Automatic Fire Sprinkler Contractor-Maintenance, or a registered Automatic Fire Sprinkler Fitter-Maintenance. No credential is required if a person is repairing, replacing or maintaining electrical supervisory devices for existing automatic fire sprinkler systems.

No person may conduct the annual activities relative to inspection and testing of an existing automatic fire sprinkler system and components as required by ch. SPS 314 unless the person holds a credential issued by the department as a licensed Automatic Fire Sprinkler Contractor, a licensed Journeyman Sprinkler Fitter, a registered Automatic Fire Sprinkler System Apprentice, a registered Automatic Fire Sprinkler Contractor-Maintenance, a registered Automatic Fire Sprinkler Fitter-Maintenance or a registered Automatic Fire Sprinkler System Tester.

Requirements of Credential: The activities that may be undertaken by a person who holds a credential as a licensed Journeyman Automatic Fire Sprinkler Fitter shall be performed under the general supervision of a person who holds a credential as a licensed Automatic Fire Sprinkler Contractor.

A person who holds the credential shall carry on his or her person the credential issued by the department while performing or conducting the activity or activities permitted under the credential.

Qualifications for Examination: A person applying for Journeyman Automatic Fire Sprinkler Fitter license examination shall have completed an automatic fire sprinkler system apprenticeship recognized under ch. 106, Stats.

ATTACH a copy of a letter from the Bureau of Apprenticeship Standards stating that the apprentice is eligible to take the Journeyman Automatic Fire Sprinkler Fitter's exam. You may also submit an apprenticeship completion letter from a national recognized apprenticeship program as described under ch. 106, Stats.

In order to obtain the credential the applicant must obtain a score of at least 70% on an examination. The exam will cover information contained in chapters SPS 305 and SPS 382.41, Wisconsin Administrative Code; NFPA standards 13 (2007 edition), 13R (2007 edition), 14 (2007 edition), 20 (2007 edition), 22, and 25 (2008 edition) of the National Fire Protection Association. This exam is open book. Copies of current Wisconsin Administrative Code books may be obtained from Document Sales, 608-266-3358 or 800-362-7253. NFPA standards may be ordered from the National Fire Protection Association @ (800) 344-3555. When there is a change to Wisconsin Administrative Codes, exams will cover the new code one month after the effective date.

To schedule an upcoming exam:

- Indicate **FIRST CHOICE (1)** and **SECOND CHOICE (2)** in the event one exam site is full.
- Submit the **fee and this application to the division at least 30 days in advance of the exam date chosen.**
- Keep a copy of this application for your records. You may only schedule one future exam session at a time for each credential type. Applications sent in for multiple exam sites / times will be denied and a refund will not be issued.
- You will receive a letter from DSPS confirming your upcoming exam. Please check this form over carefully upon receipt so that you know when/where to take your exam.
- If you need special accommodations, please contact us at DSPSSBCredentialing@wi.gov

Select one*: AM (Starts at 8 a.m.) ☐ or PM (Starts at 1 p.m.) ☐

*some plumbing exams have 2 parts so you will be scheduled for both the AM and the PM session when taking both parts

Pewaukee – WCTC Education Center, 800 Main St, Pewaukee, WI 53072

2013 October 15 ☐ November 19 ☐ December 18 ☐

2014 January 8 ☐ February 12 ☐ March 12 ☐ April 9 ☐ May 14 ☐ June 11 ☐

July 9 ☐ August 13 ☐ September 10 ☐ October 8 ☐ November 12 ☐ December 10 ☐

Eau Claire – The Plaza Hotel & Suites, 1202 W Claremont Ave, Eau Claire, WI 54701

2013 December 3 ☐

2014 February 26 ☐ April 23 ☐ June 25 ☐ August 27 ☐ October 22 ☐

Appleton – Fox Valley Technical College, 1825 North Bluemound Dr, Appleton 54914

2013 November 5 ☐

2014 January 22 ☐ March 27 ☐ May 28 ☐ July 23 ☐ September 24 ☐ November 25 ☐

Education Hours Required to Renew: The renewal of a license as a journeyman automatic fire sprinkler fitter shall be contingent upon the person obtaining at least **24 hours** of acceptable continuing education by March 31 of the year their credential expires. A person who holds a license as a journeyman automatic fire sprinkler fitter may apply to the department for waiver of the continuing education requirements on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

If you pass the exam to obtain this credential, you will not be required to take any continuing education prior to your first expiration date. You will be required to fulfill the continuing education requirements starting after you have renewed your credential for the first time. If you obtain this credential by any other method, you will be required to fulfill the continuing education requirements at least 3 months prior to your expiration date.